

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties



PARISH NAME:

Terrebonne

DATE ADOPTED:

September 17, 2008

**DATE SUBMITTED FOR
APPROVAL:**

October 15, 2008

PARISH CONTACT INFORMATION

Name of Parish Official Jennifer Gerbasi	Agency Planning and Zoning	Telephone Number 985-873-6565	E-mail address jgerbasi@tpcg.org		
Street or P. O. Box P.O. Box 2768	City Houma	Parish Terrebonne	State LA	ZIP Code 70361	

CONTACT OF PERSON RESPONSIBLE FOR PLAN IMPLEMENTATION

Name Jennifer Gerbasi	Firm/Agency TPCG	Telephone Number 985-873-6565	E-mail address jgerbasi@tpcg.org		
Street or P. O. Box P.O. Box 2768	City Houma	Parish Terrebonne	State LA	ZIP Code 70361	

SUBMIT AN ORIGINAL AND ONE COPY OF THE PLAN TO:

**Louisiana Recovery Authority
C/O Fay Ayers
150 Third Street, Suite 200
Baton Rouge, LA 70801**

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

1. PARISH REDEVELOPMENT AND DISPOSITION ENTITY

Which entity will the parish designate to coordinate with the Louisiana Land Trust (LLT) for the disposition or redevelopment of properties acquired through the Road Home program? Parishes can designate a local agency and/or nonprofit for this purpose or request that the Louisiana Land Trust dispose of properties in partnership with the parish and in accordance with the outline set forth in the Parish Redevelopment and Disposition Plan. If the parish designates a local agency or nonprofit for this purpose, this section of the plan must briefly describe the qualifications and capacity of the organization and individuals responsible for implementing the Parish Redevelopment and Disposition Plan. In addition, the legal authority for this entity and a list of the organization's board members must be attached.

The Terrebonne Parish Consolidated Government will be the lead entity and thus will coordinate with the Louisiana Land Trust (LLT) for the disposition of properties acquired through the Road Home Program.

It is anticipated that personnel from various Parish departments to include the Parish Attorney's Office, Department of Planning and Zoning, the Public Works Department, Parks and Recreation, Housing and Human Services and the purchasing department will also participate in this process. Each of these departments will be responsible for various aspects of this plan to include the development of green space, the reservation of property for utilities and other public purposes, the sale of property, demolition where necessary, and the resubdivision of property where appropriate. Terrebonne Parish will enter into a Memorandum of Understanding with the Louisiana Recovery Authority to outline the responsibilities and liabilities of each party. It is assumed that

- The Louisiana Land Trust shall transfer and Terrebonne Parish shall accept fee title ownership of properties that will be dedicated to public uses, provided that they are transferred to Terrebonne Parish with clear title.
- The Planning Department Recovery Planner will work with other Parish agencies and other interested entities to identify which properties will be transferred directly to those entities. The Louisiana Land Trust shall transfer and those parties will accept fee title ownership provided that they are transferred with clear title.
- Terrebonne Parish will review the list to determine if any of the properties are needed for a public purpose, i.e. green space, parks, drainage, etc. If such determination is made, the property shall be transferred to Terrebonne Parish at no cost to Terrebonne Parish. The Louisiana Land Trust will remain responsible for the maintenance and security of any properties not yet transferred to third parties for the first 12 months of this agreement with two six (6) month renewal options. Terrebonne Parish will then assume full responsibility of any and all future maintenance for the remaining properties.
- Where appropriate, properties will be transferred from the Louisiana Land Trust to Community Housing Development Organizations, Tribal entities, or other non-profit organizations at no cost to Terrebonne Parish to be redeveloped for low to moderate-income families or other elderly and workforce populations.
- Any improved properties which Terrebonne Parish determines are not needed for a public purpose and are a legal lot of record and are structurally sound shall be disposed of by individual bid through the Louisiana Land Trust. The LLT will bear the costs of the closings and be reimbursed out of the purchase price.
- The LLT will transfer the proceeds of the sales minus reasonable project costs to the Parish.

The parish will identify unsound structures, which will be demolished by the Louisiana Land Trust prior to the transfer of title to the extent funding permits.

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

2. PROPOSED REDEVELOPMENT AND DISPOSITION PROCESSES/POLICIES

Please outline the parish's redevelopment and disposition processes and policies. If there is not sufficient space below, the response may be attached as a separate document. This section must address whether properties will be bundled and auctioned, sold for targeted development, offered to adjacent owners, or reintroduced to the marketplace through other strategies. These strategies must be carried out in accordance with Community Development Block Grant (CDBG) guidelines (please see attached). If properties are to be assembled and offered through a competitive process, this section must detail the methods by which the parish will prioritize, evaluate, and select redevelopment proposals. If the LLT will be directing disposition, the parish must recommend the preferred method for the LLT to follow. If the parish plan includes disposition of properties to individuals, the parish must outline the methods to prioritize requests, assess fair market value, and/or distribute lots for the development of affordable housing.

Terrebonne Parish will employ several approaches as a part of this development and disposition plan. Terrebonne Parish views this return of properties as an opportunity to assist many of its citizens in the recovery from Hurricanes Katrina and Rita. The Parishwide demand for single family homes is growing and has been since the original influx of people from other hurricane-affected parishes. After evaluating whether the properties are needed by the Department of Public Works, Parks and Recreation, Housing and Human Health or other department or are valuable to the community as a whole in another manner such as recreation or other common area for general public use, Terrebonne Parish will seek to use as many properties as possible to serve communities at risk.

With health and safety as a first consideration, the Parish will correct any existing incompatible land uses and elevate or otherwise harden any structures that will be returned to the market. It is our hope that through a network of non-profit partners the majority of the properties will be support low to moderate-income housing. This effort will be accomplished by implementing a process where each parcel will be being assessed for its highest benefit to the neighborhood and to the Parish as a whole.

In order of priority, each parcel will be reviewed for:

- need for Public improvements and/or public facilities
- flood management value to the community
- workforce and elderly housing through government and community partners
- the appropriateness to sell or lease to adjoining neighbors
- green space or ecological value

Remaining properties will be sold individually through the purchasing department. These will be limited to low to moderate income only if the mandatory 25% has not been accomplished. Any income (adjusted to reimburse the Parish for expenses) from these or other dispositions will be reinvested within CDBG guidelines.

The Planning and Zoning Department will inspect each property and estimate the possible uses of the property considering the soundness of the structures, community character, the presence of hazardous materials or attractive nuisance, and a determination of current zoning and consistency with the parish Land Use Plan. Each parcel will be submitted first to the appropriate department directors the appropriate Planning Department(s) to gauge the value of the property to Public Works or other public facilities or public use. Each property will be inspected by South Central Planning under contract with the Parish before sale for health and safety violations (which may trigger demolition or other actions). Concurrently, the Planning and Zoning Management Department will determine if it, or adjacent properties, is on the lists of repetitive flood losses and if HMPG or other FEMA funds are available for possible conversion to green space.

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

If the property has none of these limitations as well as consistency with current zoning and land use plans the Department of Housing and Human Services (HHS) will analyze the properties as possible workforce housing or elderly and special population housing using criteria for selection neighborhood norms (to include scale, density, lot size, set-backs, building materials, building size, etc., on the abutting lots and on the remainder of the block where the parcel is located) and use CDBG and HOME guidelines to guide eligibility and economic feasibility. HHS will work through Community Housing Development Organizations (CHDOs) and other non-profit entities to develop housing for low to moderate-income families. Properties will be transferred directly to the nonprofit or government entity.

The remaining properties will then be offered on the open market for fair market value. The LLT will pay for the closing costs, which will be redeemed when the property is sold as a project cost. If the property will be rented rather than sold for final disposition, the receiving entity will pay closing costs.

The Lot Next Door Program will consist of offering lots that do not sell on the open market to the adjacent homeowners at fair market value. The homeowners will then be required to officially and legally merge the purchaser's existing lot with the additional footage. If the property has suffered severe repetitive losses, the lot will be burdened by a covenant requiring the land to remain open space in perpetuity. Properties that do not sell in this manner will be then offered for lease to the adjacent homeowners or sold at auction.

The LLT will be demolishing the structures prior to transfer thereby sparing the Parish that expense.

Each contract for sale will stipulate that the property owner will purchase and maintain flood insurance coverage.

3. PARISH LONG TERM RECOVERY PLAN

This section of the plan must indicate whether the parish's Long Term Community Recovery Plan has been submitted and approved by the LRA Board. If the plan has not been submitted and approved, this section must include the timeframe for completion. In addition, this section must describe how the policies outlined in the proposed Parish Redevelopment and Disposition Plan were developed in conformance with the Long Term Community Recovery Plan.

The Louisiana Recovery Authority Board approved the Terrebonne Parish Long Term Community Recovery plan in October 2007.

The process and policies of the Parish Redevelopment and Disposition Plan were designed to enhance the Long Term Recovery Plan in order to improve the overall quality of life for the citizens of Terrebonne Parish. The Long Term Recovery Plan (LTRP) stipulates the need to provide affordable housing as a top priority in the overall recovery process. New housing is secondary only to the needs of public agencies, which serve the entire parish, and safety concerns. This priority also meets the need to eliminate storm-related blight, particularly in LMI neighborhoods.

The Long Term Recovery Plan also emphasizes the need for the Parish to allocate resources to facilitate grassroots organizations and nonprofits to fulfill their missions regarding the recovery process. These organizations are critical partners in the Disposition Plan. This meets another LTRP goal of encouraging collaborations and partnerships to eliminate the duplication of services and achieve greater cost efficiencies in the delivery of recovery priorities.

This proposed Redevelopment and Disposition Plan follows all public review, comment, and approval procedures used in the development and adoption of the Long Term Recovery Plan.

4. METHODS TO BE USED TO ENSURE CONFORMANCE WITH CDBG GUIDELINES

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

This section of the plan must provide information regarding parish's redevelopment program structure and qualifications of staff responsible for ensuring CDBG Guidelines are met. If work is to be contracted out, please describe the proposed method of procurement and selection criteria.

Terrebonne Parish has been recognized by HUD as an entitlement grantee under the Community Development Block Grant (CDBG) program. As such, the Parish has experience administering CDBG funds and will follow the CDBG Guidelines and provide support and non-profit entities that may participate in the program.

The staff and management of the Houma Housing Authority and Department of Housing and Human Services are recipients of CDBG funds with years of experience following these guidelines. The director of HHS has 15 years experience and his staff members have 8 years experience. These departments will oversee any non-profit entities redeveloping the properties. Each of the non-profits under consideration share a mission of providing affordable housing and as such are likely to have processes and procedures internally that are compliant with CDBG as well.

Again, the parish has its own Purchasing Department that will oversee the disposition of the remainder of the properties in accordance with state and CDBG Guidelines.

5. AFFORDABLE HOUSING

This section of the plan must describe the methods and redevelopment policies to be used by the parish in order to ensure that 25% of all properties are redeveloped for affordable housing in accordance with the requirements outlined in Action Plan Amendment 14.

The current disposition plan focuses on returning all eligible properties to the marketplace as quickly as possible working with partners serving low to moderate-income families. In the event that a significant percentage of the properties are left in open space due to safety concerns or severe repetitive losses, the parish will petition for a waiver of the 25% requirement.

Eligible properties will be offered for sale to local designated Community Housing Development Organizations (CHDO) and non-profit housing agencies below fair market value for the development of affordable housing. A HOME Written Agreement and Mortgage will be executed in accordance with HOME Investment Partnership regulations. The properties shall be rehabilitated to meet Housing Quality Standards and required housing codes. The properties will then be made available for sale or rent to families that meet the U.S. Department of Housing & Urban Development's low to moderate-income guidelines. Rental properties shall be subject to the HOME Investment Partnership Program rental affordability requirements in accordance with CFR92.252. Properties sold to low to moderate income families shall be subject to the HOME Investment Partnership Program homeownership affordability requirements in accordance with CFR92.254. A resale and/or recapture agreement shall be executed with the homebuyer to ensure the required period of affordability is met. Homebuyers that meet Terrebonne Parish Consolidated Government's definition of first time homebuyer may take advantage of a down payment and closing cost assistance program offered by the Parish's Department of Housing & Human Services. This HOME Investment Partnership Entitlement Program provides for up to \$25,000.00 for down payment and closing costs for eligible low to moderate-income first time homebuyers.

The Parish will utilize any program income received from property sales or leases in a manner consistent with CDBG guidelines.

6. CONVERSION OF PROPERTY TO GREENSPACE

It is anticipated that funding will become available from the FEMA Hazard Mitigation Grant Program (HMGP) for properties acquired by the LLT. HMGP funding can be used for reimbursement of costs

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

associated with acquiring properties that risk future damage when those properties are converted to green space in perpetuity. This section of the plan must describe the method by which the parish will identify these green space areas and include timelines for the conversion of these properties.

Through collaboration of the Terrebonne Parish departments of Planning and Zoning, Housing and Human Services, Parks and Recreation, Public Works and the Attorneys office, properties will be identified for conversion to green space in perpetuity, particularly properties that have suffered damage through repetitive flooding. It will be the intent of Terrebonne Parish to initiate the conversion process of identified properties within 12 months of transfer of clear title.

Green space is less of a priority under this program as other hazard mitigation programs do not allow redevelopment and will make available properties for parks and recreation or other green space options. If the property can be safely and economically returned to the market or used for a public purpose, that will be prioritized over green space. Terrebonne Parish consists of relatively little buildable land when compared to the vast wetland and open water within the Parish's boundaries. An estimated 85% of the parish is wetland or open water. Since 2005 the parish has grown by 5% between 2000 and 2006. Therefore, as long as health and safety, flood protection, and building codes are maintained, the Parish would prefer to provide housing for underserved populations.

Likewise, and underscored by the lack of pedestrian access to the current addresses available, the Parish will consider urban gardening and farmer's market locations from properties in the HMGP program. Some of the proposed properties under that program are closer to neighborhoods in need of local food sources.

7. CONFORMING TO RECOVERY AND REBUILDING PRINCIPLES

This section of the plan must describe how the parish's redevelopment and disposition plan addresses the following five principles for recovery and rebuilding as recommended by the APA/AIA and adopted by the Louisiana Recovery Authority Board on December 1, 2005:

- Create infrastructure that supports recovery by restoring confidence, enhancing the quality of life, and withstanding future disasters;
- Promote economic growth that benefits everyone;
- Provide public services that enhance the quality of life for everyone;
- Pursue policies that promote a healthy environment;
- Promote planning and design of communities that advance livability.

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

This proposed redevelopment and disposition plan will followed all public review, comment, and approval procedures in order to ensure that Terrebonne Parish is addressing the concerns and needs of its' citizens. The plan conforms to the Parish's Long Term Community Recovery Plan, however, considering the small number of properties in question, any significant shift in community quality of life or infrastructure hardening is unlikely. The increased focus on elevations and increased building codes related to safety from storm events provides not only jobs to the community (economic growth), but a sense of empowerment and confidence following life changing events.

The Parish is leveraging the LLT properties and program through other hazard mitigation funding to elevate or move structures, harden emergency facilities and shelters, provide generators for essential services and facilities, and capacity building funds to hire planning personnel specifically responsible for implementing the recovery effort. Public sewerage systems, pump stations, police and fire stations are examples of the critical infrastructure improvements. In the future the Parish plans to take advantage of other funding available to further bolster critical infrastructure and to improve compliance with new building codes targeting storm readiness.

Safety and accessibility are our primary goals, though these improvements will also keep our property values and tax base stable as well. The new and refurbished homes will meet all building codes and elevation standards and provide safe and affordable housing for those earning under 80% of the average median income. New construction under the criteria required in our ordinance incorporates international building codes to withstand high winds as well as flood damage. Studies have shown in other jurisdictions that new construction built under these codes has lowered claims rates by 60% and decreased the severity of damages for remaining claims by 42%. The Parish has used these findings in our strategic planning regarding the redevelopment of these properties. The new houses will be safer than the original structures and remain within reach of low income families.

Elevated homes provide flood protection and are better for the environment as the natural flow pattern of the waterbody is unimpeded. Structures will be cleared in perpetuity for SRL properties and allowed to return to the natural state if recommended by Parks and Recreation or other knowledgeable commenting entity or individual. The parish will also approach the Coastal Restoration Department to assess whether any of the properties is valuable to a restoration effort or encroaching on an important ecological site.

8. PARISH STRATEGY FOR PROPERTY INSURANCE, MAINTENANCE, AND SECURITY

Provide detail regarding the parish strategy for insuring, maintaining, and securing Louisiana Land Title properties until property disposition. If non-profit services will be utilized for these efforts, please provide information about the non-profit organization's capacity. If the parish elects not to receive the LLT properties, please indicate that the Louisiana Land Trust will be responsible for these items. It is important to note that the parish will be required to track program income generated from property disposition and must adopt the Louisiana Land Trust's methods for tracking costs per property. (Please see attached guidelines).

Consistent with LRA and LLT policies, LLT will be responsible for the maintenance and security for the first 12 months with two six (6) month renewal options. Should there be contingencies that extend the project beyond the two-year period such as another hurricane then Terrebonne Parish will take over this responsibility. In the event that the Parish assumes these responsibilities, TPCG has a standing contract for security and a process for obtaining maintenance services through the purchasing department.

The Risk Management department will follow proper procedures for providing insurance coverage. Vacant properties will be covered by the Parish's existing general liability policy.

The administrative coordinator will be assigned the duty to track program income generated from property disposition.

9. REDEVELOPMENT AND DISPOSITION TIMELINE

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

Provide a timeline for the redevelopment and/or disposition of parish properties.

Once property has been transferred to Terrebonne Parish, it is our intent to initiate the disposition of each property within 12 months of receipt of property with clear title. A number of the properties may be transferred directly to non-profit organizations. Those properties that are gifted to non-profit or government partners may require additional time to return to the market place due to the need for repairs or new construction on the sites. The process of finding and preparing those eligible for affordable housing may also extend beyond one year. However, the Parish will transfer the properties as soon as the non-profit or government entity has the capacity to properly insure, maintain and secure the property. Those entities will strive to have the properties in the possession of LMI families within the year timeline.

10. LOCAL/REGIONAL COMMITMENT AND INVOLVEMENT WITH THE DEVELOPMENT OF THE REDEVELOPMENT AND DISPOSITION PLAN

Briefly describe the local and/or regional commitment to the project (i.e. level of participation of local officials, business leaders, neighborhoods, and other parish related groups). In addition, detail the methods that will be utilized to solicit citizen participation in planning and implementation of the development of the plan. A minimum of one public workshop, charrette, or open house is required prior to approval. Please attach a tear sheet or affidavit of publication for the meeting, sign in sheet, minutes, and parish response to public comments.

The development of the disposition plan has incorporated a public review period and a public hearing to ensure accessibility of the process. Planning staff has benefited from input from various interest groups and individuals and has made every effort to incorporate or otherwise be responsive to citizen requests. The development of the plan was announced at two Council meetings, advertised in the newspaper, appeared on the web site agenda and was posted on the Government Towers notice boards. The plan included contact information for questions and comments by email or hardcopy. Interested parties could download the document from the web or pick up a copy from the Planning Department. The document draft was made available for comment two (2) weeks prior to the public hearing. Responses were delivered prior to or during the meeting. The comments and responses were filed with the draft and became a part of the public record.

The plan was written in concert with Tribal representatives and a number of community organizations and government agencies that serve communities at risk, economic and environmental interests. The Terrebonne Economic Development Corporation and the Port District were also invited to participate in the strategic planning for the disposition of the properties.

11. PARISH PLAN APPROVAL

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

Briefly describe the plan approval process and date on which the plan was approved. Attach a copy of the Resolution adopting the plan.

A public hearing was held on the initial draft of this plan on September 17th, 2008 during a meeting of the Parish Council. This was delayed one week due to the response required for Hurricane Gustav. Changes to the draft in response to written questions and concerns from the public and LRA were read into the record and the document was revised to addresses those issues. After discussion and revision, the Parish Council voted to accept the plan.

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

12. ESTIMATED BUDGET AND FINANCING

Include all funding amounts and sources for all proposed activities outlined in the plan i.e. maintenance and security costs, procuring a CDBG administrator, etc. Please complete all appropriate columns and specify whether funds are Approved, Pending, or currently under Negotiation. If approved, please provide all letters of commitment.

Source	Total	Percent	Status of Funds
Parish	\$45,000	60%	
State			
Local			
In-Kind	\$12,500	17%	Budgeted
Other Federal Funds:	\$17,500	23%	Awarded – Capacity Building Grant
Other Funds:			
TOTAL	\$75,000	100%	

ESTIMATED BUDGET

Please provide a detailed breakdown on all projected costs by line item.

Activity	Total Cost
Administrative (actual time only)	\$30,000
Property Disposition	
-Insurance*	\$45,000
-Maintenance (force account only)	
-Security (force account only)	
Other (Explain on separate sheet)	
TOTAL	\$75,000

- Parishes can only be reimbursed for actual costs related to property maintenance and security (i.e. force account).
- * Assuming 15 sites with structures. Vacant or unoccupied properties covered by Parish's general liability policy.

Parish Redevelopment and Disposition Plan For Louisiana Land Trust Properties

NAME AND SIGNATURE OF AUTHORIZED REPRESENTATIVE



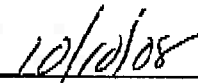
Signature, Chief Executive Officer

Interim Parish Manager

Title

Pat Gordon

Name Typed



Date

OFFERED BY: Ms. A. Williams.
SECONDED BY: Mr. H. Lapeyre.

RESOLUTION NO. 08-365

A RESOLUTION ADOPTING THE TERREBONNE PARISH REDEVELOPMENT AND DISPOSITION PLAN AND AUTHORIZING THE SUBMISSION OF SAID PLAN TO THE LOUISIANA RECOVERY AUTHORITY (LRA) FOR ACCEPTANCE AND THE SIGNING OF THE COOPERATIVE ENDEAVOR AGREEMENT WITH THE LRA.

WHEREAS, The Terrebonne Parish Redevelopment and Disposition Plan accepts responsibility for properties damaged by hurricanes and outlines the Parish's strategy for redevelopment or demolition in order to protect the safety of citizens and the economic viability of property; and

WHEREAS, the Parish has increased in population while losing affordable housing stock to hurricane damage; and

WHEREAS, the Parish is working in concert with the Louisiana Recovery Authority to redevelop homes for low to moderate income families;

WHEREAS, the plan launches a cooperative effort incorporating the assets and expertise of Community Housing Development Organizations to rebuild properties for sale to workforce and elderly, many of whom have been displaced by hurricanes; and

WHEREAS, severe repetitive loss properties that can not be safely redeveloped will be returned to open space and sold with restrictive covenants; and

WHEREAS, the expenses of security, maintenance and demolition will be borne by the Louisiana Land Trust for a period of at least one (1) year; and

WHEREAS, at least 50% of project-related income will be reinvested in affordable housing or other community development efforts,

NOW, THEREFORE, BE IT RESOLVED by the Terrebonne Parish Council (Community, Development and Planning Committee), on behalf of the Terrebonne Parish Consolidated Government, that the Terrebonne Parish Redevelopment and Disposition Plan, dated September 2008, is hereby adopted as per Exhibit A. Authorization to submit said plan and the signed Cooperative Endeavor Agreement to the Louisiana Recovery Authority for acceptance is hereby granted.

THERE WAS RECORDED:

YEAS: J. Cehan, P. Lambert, A. Tillman, A. Williams, B. Hebert, T. Cavalier, J. Pizzolatto, H. Lapeyre and C. Voisin.

NAYS: None.

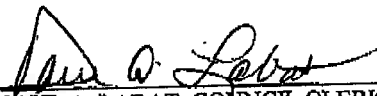
ABSTAINING: None.

ABSENT: None.

The Chairman declared the resolution adopted on this, the 17th day of September, 2008.

I, PAUL A. LABAT, Council Clerk for the Terrebonne Parish Council, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Assembled Council in Session on September 17, 2008, at which meeting a quorum was present.

GIVEN UNDER MY OFFICIAL SIGNATURE AND SEAL OF OFFICE THIS 18TH DAY OF SEPTEMBER, 2008.


PAUL A. LABAT, COUNCIL CLERK
TERREBONNE PARISH COUNCIL